



City of White Salmon 2023 Short-term Rental Permit Application

Owner Name:	
Owner Permanent Residence Address (including city, state and zip code):	
Owner Mailing Address (including city, state and zip code):	
Owner Email:	Owner Phone #:
Short-term Rental Address:	
Short-term Rental Landline Phone # (if available):	
Short-term Rental Number of Bedrooms:	
Contact Person Name:	
Contact Person Physical Address:	
Contact Person Phone Number:	Contact Person Email:

Select One Type of Short-term Rental:

- ☐ Short-term Rental (Commercial Zones Only)
- ☐ Hosted Homeshare (Residential Zones Only) You must reside in the primary residence. A hosted homeshare will allow you to rent out a portion of your primary residence or if there is an accessory dwelling unit on the property, you can choose to rent out the entire accessory dwelling unit for short-term rental purposes. If you wish to live in the Accessory Dwelling Unit, you must apply for a Vacation Home Rental. Hosted Homeshares allow unlimited nights for rental.
- ☐ Vacation Home Rental (Residential Zones Only) If you are renting out the entire primary residence, you must apply for a vacation home rental. Vacation home rentals are limited to 150 nights per year.
- ☐ Entire primary residence
- ☐ Entire accessory dwelling unit
- ☐ Portion of primary residence, number of rooms: _____

Note: Property owner's within residential zones are only allowed to have one short-term rental.

Documentation Required to be Submitted with Application:

- ☐ Proof Residency. Proof of residency of a dwelling unit shall be established through owner occupancy of the primary residence. The applicant shall provide the following items as evidence that the dwelling is the primary residence of the owner:
- ☐ Copy of voter registration associated with the local address of the proposed hosted homeshare or vacation home rental.
- ☐ Copy of current Washington Driver's License or Washington Identification Card showing local address of the proposed hosted homeshare or vacation home rental.
- ☐ Copy of federal income tax return from the most recent year (page 1 only, financial data should be redacted) showing local address of the proposed hosted homeshare or vacation home rental.
- ☐ Parking Diagram and Photos of interior (garage) and exterior parking spaces
- ☐ Documentation of liability insurance as required by RCW 64.37.050.
- ☐ Completed Checklist for Fire Safety as required by WSMC 5.02.35.B.1.
- ☐ Proof of garbage service

By signing this application, you are providing the following statements:

- All taxes associated with the short-term rental will be collected and remitted to the appropriate agencies.
- The city has reasonable access to the property for the purpose of reviewing the proposal for health and safety requirements (WSMC 5.02.040D).
- The city has authority to make owner and contact person phone numbers publicly available at City Hall when requested through a public records request.
- All neighbors will be provided a "Neighborhood Notice" per WSMC 5.02.050A.
- All guests will be provided with the "Good Neighbor Guidelines."

Application Fee: \$75.00**Short-term Rental Permit Fee: \$175 (per unit)****Short-term Rental Use Fee: \$75 (for short-term rentals in residential zones only)**

Note: Before a short-term rental permit is issued, verification of a City of White Salmon City license will be required. You must obtain a City of White Salmon Business License/Endorsement through the Washington Department of Revenue.

Signed: _____
Property Owner or Property Manager

Date: _____

For City of White Salmon Use Only:			
Application Received:			
Zoning Confirmation:			
Parking Confirmation:			
Approved for:	Short-term Rental	Hosted Homeshare	Vacation Home Rental